



DONALD L. WOLFE, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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ALHAMBRA, CALIFORNIA 91803-1331
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ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE

REFER TO FILE: **PM-3**

May 15, 2007

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**PACOIMA GENERAL REFURBISHMENT PROJECT
ADOPT AND READVERTISE - SPECS. 6859; C.P. 88918
SUPERVISORIAL DISTRICT 3
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND
THE FIRE CHIEF THAT YOUR BOARD, ACTING AS THE GOVERNING BODY OF
THE CONSOLIDATED FIRE PROTECTION DISTRICT:**

1. Adopt revised plans and specifications for the Pacoima General Refurbishment project at an estimated \$1,325,000 base construction cost. Instruct the Executive Officer to readvertise for bids to be received and opened on June 14, 2007, in accordance with the Instruction Sheet for Publishing Legal Advertisements (Enclosure B).
2. Authorize the Director of Public Works to execute a Consultant Services Agreement with the apparent lowest responsible and responsive bidder to prepare a baseline construction schedule that conforms to the applicable Contract and bid specifications for a \$5,000 not-to-exceed fee funded by existing project funds and to establish the effective date following Board approval.

3. Authorize the Fire Chief and Director of Public Works to carry out the project. Delegate authority to the Director of Public Works to manage and deliver construction of the Pacoima General Refurbishment project, on behalf of the Consolidated Fire Protection District; to award and execute consultant Agreements, amendments, and supplements related to this project within the same authority and limits delegated to the Director of Public Works by your Board for County projects; to accept the project; and to release retention upon acceptance.
4. Authorize the Director of Public Works to initiate the Pacoima complex warehouse remodel using a Job Order Contract for an estimated \$362,500 construction cost.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approving the recommended actions will allow Public Works to implement the Pacoima General Refurbishment project construction, which combine a traditional lump-sum, low-bid Construction Contract phase and a Job Order Contract phase for refurbishment and remodeling work.

The Pacoima complex is a 22-acre, multi-use campus that has been occupied by the Fire District since 1933. The complex is currently home to the Fire District's Materials Management, Forestry, Fleet Services, and Air and Wildland Divisions and Craft and Technical Operations Sections. These operations and associated assets lack sufficient protection as the complex does not have adequate security measures. In addition, the septic system's 21 leech fields have exceeded their life cycle and are near saturation. The restrooms in the Materials Management Warehouse are 35 years old and do not comply with Title 8 or Americans with Disabilities Act (ADA) requirements.

The proposed Pacoima General Refurbishment project will construct a security gate and fence with a guardhouse at the entrance to the Pacoima complex to protect equipment, vehicles, and helicopters from theft and vandalism; renovate the Materials Management Division Warehouse restroom for Title 8 and ADA compliance; and install a sewer line to replace the saturated leech fields.

On April 18, 2006, your Board approved the plans and specifications to advertise the project. On October 10, 2006, your Board awarded a \$1,470,000 Construction Contract to G. Coast Construction, Inc., for the Pacoima General Refurbishment project.

On February 13, 2007, your Board terminated the Contract awarded to G. Coast Construction, Inc., for convenience as elected by the Fire District.

The proposed Pacoima General Refurbishment project is now divided into two parts. Part I will be performed through lump-sum, low bid competitive bidding and includes construction of perimeter fencing, a security entrance gate/guardhouse, and sewer line with service connection. Part II will be performed through a Board-approved Job Order Contract and includes renovation of the warehouse restrooms and front entrance.

The proposed Agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule that conforms to the County's specification is critical to successfully manage construction activities by the contractor and County, and a responsible contractor must be able to produce such a construction schedule. Bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, the Director may return to your Board to recommend that the bidder be determined nonresponsible and recommend awarding the Construction Contract to the next lowest bidder, contingent on that bidder completing a baseline schedule that conforms to the County's specifications.

Implementation of Strategic Plan Goals

These actions meet the County Strategic Plan Goal of Service Excellence as these actions will invest in public infrastructure, provide facilities for the Fire District's diverse workforce, and replace an outdated waste management system with a more sanitary and environmentally sound system.

FISCAL IMPACT/FINANCING

On October 10, 2006, your Board approved a \$2,326,413 total project budget. Based on the bids received on June 16, 2006, construction cost escalation and scope addition for hazardous materials abatement, restroom renovation, and temporary construction facilities, the base contract amount of the renovation of the warehouse is estimated at \$362,500, and the base contract amount of the construction of a new fence, gate, guardhouse, and sewer line is estimated at \$1,325,000. The total project budget is estimated at \$2,800,000, which includes construction, Change Order contingency, inspection, contract administration, project management, consultant services, and jurisdictional fees.

In light of the volatility of the current construction market, we are recommending that your Board defer any approval of the project budget until the bid process has been

completed. At that time, we will return to your Board with final recommendations regarding funding and award of the Construction Contract.

The current estimated \$2,326,413 total project budget is funded by the Fire District Accumulated Capital Outlay Fund and Operating budget. The Project Schedule and Budget Summary are detailed in Enclosure A.

Operational Budget Impact

This project will have no impact to the operating budget because it renovates existing infrastructure.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard Construction Contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the Contract.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the Contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

To ensure that the Contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

ENVIRONMENTAL DOCUMENTATION

On April 18, 2006, your Board found the Pacoima General Refurbishment project, which includes the warehouse restrooms remodel, guardhouse, gate, fence, and sewer line to be categorically exempt from the provisions of the California Environmental Quality Act Guidelines.

CONTRACTING PROCESS

Advertising for bids will be in accordance with the County's standard Instruction Sheet for Publishing Legal Advertisements (Enclosure B). Following receipt of bids, we will return to your Board for Construction Contract award.

The Contract requires the contractor to pay its employees applicable prevailing wages in accordance with the California Labor Code.

As requested by your Board on February 3, 1998, this contract opportunity will be listed on the Doing Business with Us website.

Public Works has evaluated and determined that County Code Chapter 2.201 (Living Wage Program) does not apply to this Construction Contract as this Contract is for non-Proposition A services.

Participation by Community Business Enterprises (CBE) in the project will be encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to use CBEs.

IMPACT ON CURRENT SERVICES (PROJECTS)

There will be no negative impact on current County services or projects during and after construction. Operations at the Pacoima complex will continue uninterrupted during construction.

The Honorable Board of Supervisors
May 15, 2007
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CONCLUSION

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects Division), Fire District, and Public Works.

Respectfully submitted,


DONALD L. WOLFE
Director of Public Works


DAVID E. JANSSEN
Chief Administrative Officer


P. MICHAEL FREEMAN
Fire Chief

FOI

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Enc. 2

cc: Auditor-Controller
County Counsel
Office of Affirmative Action Compliance
Department of Public Social Services (GAIN/GROW Program)

May 15, 2007

ENCLOSURE A

**PACOIMA GENERAL REFURBISHMENT PROJECT
ADOPT AND READVERTISE
SPECS. 6859; C.P. 88918**

I. PROJECT SCHEDULE

| Project Activity | Scheduled Completion Date | Revised Completion Date |
|---------------------------------|--|--|
| Project Needs Assessment | 07/31/03 | Completed |
| Project Feasibility | 01/31/04 | Completed |
| Project Program | 04/30/00 | Completed |
| Design | | |
| Construction Document Submittal | 03/25/05 | Completed |
| Jurisdictional Approval | 04/01/05 | Completed |
| Construction – Bid and Award | 09/19/06 | 08/14/07 |
| Completion | | |
| Substantial Completion | 06/15/07 | 06/15/08 |
| Project Acceptance | 08/14/07 | 08/15/08 |

II. PROJECT BUDGET SUMMARY

| Budget Category | Approved Budget | Impact of this Action | Revised Project Budget |
|---|------------------------|------------------------------|-------------------------------|
| Construction – (Entrance/Guardhouse/Sewer) | | | |
| (a) Base Construction | \$1,315,000 | \$ 10,000 | \$ 1,325,000 |
| (b) Change Order | \$ 131,500 | \$ 1,000 | \$ 132,500 |
| Construction – (JOC Warehouse Renovation) | | | |
| (a) Base Construction | \$ 160,000 | \$202,500 | \$ 362,500 |
| (b) Change Order | \$ 16,000 | \$ 38,375 | \$ 54,375 |
| Subtotal | \$1,622,500 | \$251,875 | \$ 1,874,375 |
| Equipment | | | |
| Telecommunications | \$ 10,000 | | \$ 10,000 |
| Utility Connection Fee | \$ 10,000 | | \$ 10,000 |
| Subtotal | \$ 20,000 | 0 | \$ 20,000 |
| Design | | | |
| Plans and Specifications | \$ 159,369 | | \$ 159,369 |
| Construction Administration | \$ 75,000 | | \$ 75,000 |
| Subtotal | \$ 234,369 | 0 | \$ 234,369 |
| Consultant Services | \$ 195,000 | 0 | \$ 195,000 |
| Miscellaneous Expenditures | \$ 81,382 | (\$ 65,000) | \$ 16,382 |
| Jurisdictional Review and Plan Check - Building and Safety | \$ 13,346 | (\$ 9,181) | \$ 4,165 |
| County Services | \$ 159,816 | \$ 295,893 | \$ 455,709 |
| TOTAL | \$2,326,413 | \$ 473,587 | \$ 2,800,000 |

May 15, 2007

ENCLOSURE B

**PACOIMA GENERAL REFURBISHMENT PROJECT
ADOPT AND READVERTISE
SPECS. 6859; C.P. 88918**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishing, materials, labor, and equipment required to complete construction for the following work:

| <u>SD</u> | <u>SPECS</u> | <u>PROJECT</u> | <u>BID DOC.</u> <u>FEE</u> | <u>DATE OF BID</u> <u>OPENING</u> |
|------------------|---------------------|--|---------------------------------------|--|
| 3 | 6859 | Pacoima General Refurbishment Project 12605 Osborne Street Pacoima, CA 91331-2128 | \$75 | 06/14/07 |

Copies of the project manual and drawings may be obtained at the Cashier's office, Department of Public Works, 900 South Fremont Avenue, Mezzanine Floor, Alhambra, California 91803, for the fee stated above. For bid information, please call (626) 458-2563. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 1:45 p.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 2 p.m. on this date in Architectural Engineering Division Conference Room, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess a B license classification at the time of bid submittal. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

PRE-BID CONFERENCE

The Public Works' Project Management Team will hold a prebid conference at 11 a.m. on June 6, 2007, at the project job site to provide information on the project, bidding process, and answer any questions that the potential bidders may have. For further directions, please contact Ms. Grace Stohs with the Public Works' Project Management Team at (626) 458-5114.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code, to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical or inconsequential errors and discrepancies in bids submitted in the public's interest.

Si necesita información en español, por favor llame al Telefono (626) 458-2566.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California, dated May 15, 2007.

Specs. 6859

SACHI A. HAMAI, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES